

## OVERVIEW OF BUDGET

**DEPARTMENT: FLEET MANAGEMENT**  
**DIRECTOR: ROGER WEAVER**

	2002-03			
	Operating Expense	Revenue	Revenue Over/(under)	Staffing
Garage/Warehouse	12,996,138	13,260,000	263,862	103.3
Motor Pool	8,650,585	10,992,000	2,341,415	8.1
<b>TOTAL</b>	<b>21,646,723</b>	<b>24,252,000</b>	<b>2,605,277</b>	<b>111.4</b>

### BUDGET UNIT: GARAGE/WAREHOUSE (ICB VHS)

#### I. GENERAL PROGRAM STATEMENT

Fleet Management's Garage/Warehouse Division provides fuel, maintenance, repair, fabrication, and field services for the county's fleet of vehicles and heavy equipment. This includes the warehousing of automotive parts and related road materials to support the fleet operations. Activities and programs of the Garage Division are financed and accounted for as an internal service fund by which all operational costs are distributed to user departments through service rates.

#### II. BUDGET & WORKLOAD HISTORY

	Actual 2000-01	Budget 2001-02	Actual 2001-02	Budget 2002-03
Total Operating Expense	13,272,699	12,926,926	12,965,388	12,996,138
Total Revenue	12,902,995	12,933,425	12,901,671	13,260,000
Revenue Over/(Under) Expense	(369,704)	6,499	(63,717)	263,862
Fixed Assets	79,110	-	235	324,300
Budgeted Staffing		98.0		103.3

##### Workload Indicators

Number of work orders	19,580	19,511	19,960	20,700
Number of billable shop hours	97,900	97,555	98,426	99,200
Warehouse sales	1,293,602	1,432,376	1,305,748	1,464,000
Parts sales	2,798,013	2,896,339	3,157,350	3,038,000
Fuel gallons dispensed	2,979,686	2,992,897	2,668,354	2,888,000

#### III. HIGHLIGHTS OF BOARD APPROVED CHANGES TO BUDGET (see attachments for detailed changes)

##### STAFFING CHANGES

Staffing will increase by 6.0 new positions in order to facilitate the department's pending reorganization—1.0 Equipment Parts Specialist, 1.0 Motor Fleet Maintenance Superintendent., 1.0 Motor Fleet Mechanic I, 1.0 Motor Fleet Shop Supervisor, 1.0 Operations Manager, and 1.0 Staff Analyst II. This increase is offset by the deletion of 0.2 Clerk II and 0.5 Public Service Employee.

##### PROGRAM CHANGES

None.

# FLEET MANAGEMENT

GROUP: Internal Services  
DEPARTMENT: Fleet Management - Garage/Warehouse  
FUND: Internal Services ICB VHS

FUNCTION: General  
ACTIVITY: Central Garage

	2001-02 Actuals	2001-02 Approved Budget	2002-03 Board Approved Base Budget	2002-03 Board Approved Changes to Base Budget	2002-03 Final Budget
<b>Appropriations</b>					
Salaries and Benefits	4,699,813	4,835,499	5,040,046	367,610	5,407,656
Services and Supplies	7,974,459	7,766,427	7,237,074	-	7,237,074
Central Computer	56,412	75,000	42,018	-	42,018
Transfers	-	-	59,390	-	59,390
Total Exp Authority	12,730,684	12,676,926	12,378,528	367,610	12,746,138
Depreciation	234,704	250,000	250,000	-	250,000
Total Operating Expense	12,965,388	12,926,926	12,628,528	367,610	12,996,138
<b>Revenue</b>					
Use of Money & Prop	15,449	40,000	40,000	-	40,000
Current Services	12,888,257	12,893,425	13,220,000	-	13,220,000
Other Revenue	(2,035)	-	-	-	-
Total Revenue	12,901,671	12,933,425	13,260,000	-	13,260,000
Revenue Over/(Under) Exp	(63,717)	6,499	631,472	(367,610)	263,862
<b>Fixed Asset Exp</b>					
Equipment	235	-	316,300	-	316,300
Vehicles	-	-	8,000	-	8,000
Total Fixed Assets	235	-	324,300	-	324,300
Budgeted Staffing		98.0	97.3	6.0	103.3

## Total Changes in Board Approved Base Budget

Salaries and Benefits	204,547	MOU and retirement increases, which are offset by a decrease of 0.2 Clerk II and 0.5 PSE.
Services and Supplies	(529,353)	Inflation, risk management liabilities, and EHAP, which are offset by operating efficiencies that will result in a reduction of the purchase of parts.
Central Computer	(32,982)	
Transfers	59,390	Rent for Barstow facility.
Revenue	326,575	Adjustment for anticipated revenue increases based on increased rates.
Fixed Asset		
Equipment	316,300	Air hoist, tire machines, forklift, service truck crane, and miscellaneous tool and equip.
Vehicles	8,000	
Total Operating Expense	(298,398)	
Total Revenue Change	326,575	
Total Revenue Over/(Under) Exp	624,973	
Total 2001-02 Appropriation	12,926,926	
Total 2001-02 Revenue	12,933,425	
Total 2001-02 Rev Over/(Under) Exp	6,499	
Total Base Budget Appropriation	12,628,528	
Total Base Budget Revenue	13,260,000	
Total Revenue Over/(Under) Exp	631,472	

## Board Approved Changes to Base Budget

Salaries and Benefits	367,610	Staffing adjustments.
Total Exp Authority	367,610	
Total Operating Expense	367,610	
Revenue Over/(Under) Exp	(367,610)	